

DIVISION OF CHILD CARE AND EARLY LEARNING

FAMILY HOME CHILD CARE MONITORING CHECKLIST

FACILITY NAME				CONTROL ID	MONITORI	NG DATE				
STREET ADDRESS		CITY	STATE	ZIP CODE	TELEPHON	NE NUMBER				
			WA							
LICENSOR'S NAME		OFFICE			TELEPHON	NE NUMBER				
CODES	t applicable D – Discusse	d 0 - Ok	oserved							
C – Con			aiver exception grante	d						
POSTING		22 222 25 12)								
1.	License visibly posted. (WAC 388-296-0540)									
2.	Emergency numbers posted. (WAC 388-296-0540)									
3.	Evacuation plans and procedures including written record of monthly fire drills and smoke detector checks (WAC 388-296-0540)									
4.	Notification of requirement of copies of current checklist/compliance agreement available for review. (WAC 388-296-0540)									
RECORD KEEPIN	lG									
5.	Attendance records maintained (sign in/sign out sheets available). (WAC 388-296-0520)									
6.	Child records complete based of	Child records complete based on sampling of files (see page 2). (WAC 388-296-0510)								
7.	·	Provider in compliance with insurance requirements. (RCW 74.15.340)								
MEDICATION AN	·	1	(,							
_		annliaghla) hava av	rrant CDD/First Aid tra	ining (MAC 200	206 0220)					
8.	Provider and staff/volunteers (if applicable) have current CPR/First Aid training. (WAC 388-296-0230)									
9.	Medications and toxins safely stored. (WAC 388-296-0810, 0820)									
10.	First Aid supplies are complete and available. (WAC 388-296-0830)									
GENERAL SAFETY AND SANITATION										
11.	Area that includes licensed child care space is safe, sanitary, free of hazards and in good repair. (WAC 388-296-0720, WAC 388-155-080)									
12.	Outdoor equipment and ground cover situated and maintained to prevent child injury. (WAC 388-296-1220)									
13.	Diaper changing area is sanitary and close to hand washing sink. (WAC 388-296-1090)									
14.	Provider routinely washes hands, sanitize and clean surfaces and equipment. (WAC 388-296-0700, 0990, 1040, 1090)									
15.	Smoke detectors (single station	Smoke detectors (single station type) operational (manually tested). (WAC 388-296-0580, 0650)								
STAFFING	•									
16.	Children are within continuous	Children are within continuous visual or auditory supervision. (WAC 388-296-1360)								
17.		Provider and staff understand mandatory child abuse reporting requirements. (WAC 388-296-1340)								
18.										
	Provider/child ratios and capacity meet licensing requirements. (WAC 388-296-1350)									
19.	Provider positively interacts with, disciplines, and guides children. (WAC 388-296-1280, 1390)									
	VITIES, AND ROUTINES					1070				
20.	Developmentally appropriate activities scheduled and planned for age group served. (WAC 388-296-1370)									
21.	Daily routines provide children with a variety of options including large and small muscle activities. (WAC 388-296-1370)									
22.	Learning and play materials: (V	VAC 388-296-1370)	sufficie	nt quantity and in	good repa	ir				
	developmentally appropriate for ages served									
			access		nate ioi ag	00 00.700				
				lly relevant		->				
23.	A variety of age appropriate play equipment of sufficient quantity for ages served. (WAC 388-296-1240)									
24.										
LICENSEE'S SIGNATURE DATE		DATE	LICENSOR'S SIGNATURE			DATE				

FAMILY HOME MONITORING CHECKLIST					FACILITY NAME				MONITORING DATE			
CHILDREN'S FILES (RANDOMLY REVIEW FIVE (5) FILES)												
CHILD'S NAME			LMENT	HEALTH CARE PROVIDER/ DENTIST	HEALTH HISTORY	IMMUNIZATIONS	MEDICAL CONSENT	MEDICATION AUTHORIZATIO	MEDICATION DISPENSED			
STAFF QUALIFICATIONS (RANDOMLY REVIEW FIVE (5) STAFF FILES) AND/OR REVIEW FAMILY HOME PROVIDER/STAFF/VOLUNTEER FILE												
STAFF/VOLUNTEER NAMES	EMPLO APPLIC	YMENT	AGE	CRIMINAL HISTORY CHECK	TB TEST	HIV/AIDS TRAINING	CPR CARD*	FIRST AID *	PROGRAM ORIENTATION*	STARS 20 HRS	TRAINING 10 HRS YEARLY*	
										* If applic	cable only.	
OBSERVATIONS												